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MEMORANDUM TO: Chief/Operations School

14 May 1957  
File: RPTS 1

FROM : Assistant Chief for Field Training

SUBJECT : Weekly Activities Report #20, Operations  
School/█████ 6--12 May 1957

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**SIGNIFICANT ACTIVITIES:**

Nothing to report.

**OTHER ACTIVITIES:**

**Office of AF/OS**

1. AF/OS was in Headquarters on 8 May to confer with C/OS and to attend a briefing by Chief/A&E on current research pertaining to Agent Handling and Management instruction in the Operations Courses.

25X1A9a 2. ██████████ were here  
on 6 and 7 May. They discussed with AF/OS, D/AF/OS, and  
25X1A6a A/AF/OS several personnel matters of interest to Operations  
School/██████████.

25X1A6a 3. AF/OS and the ██████████ conferred on 7 May  
concerning the recent decision to place Operations School/  
25X1A6a ██████████ military personnel under the Joint Travel Regulations.  
This problem is still not resolved. AF/OS prefers that Oper-  
ations School/██████████ military personnel be reimbursed under  
Standardized Government Travel Regulations, as has been done  
in the past. If this is done we will avoid a situation wherein  
military and civilian personnel are reimbursed at different  
rates for performing the same travel.

25X1A9a 4. ██████████ D/AF/OS designee to replace ██████████  
25X1A9a ██████████, was here from 7 through 9 May. He was briefed  
on some of his future responsibilities by AF/OS and D/AF/OS.

25X1A9a 5. ██████████ from the Office of Scientific  
25X1A6a Intelligence was here on 8 May to discuss Operations School/  
██████████ coverage of ELINT Operations. He conferred with  
D/AF/OS and the ██████████ Communications Officer.

6. D/AF/OS and A/AF/OS discussed with the ██████████ Finance  
Officer and two representatives from the Office of Finance,  
on 8 May, the security problems involved in changing ██████████  
personnel from unvouchered funds to vouchered funds. Both

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Finance representatives agreed that it would be easier and more secure to maintain the unvouchered fund payroll; they were here to marshal their arguments in favor of our present payroll procedures.

7. We were delighted to have [REDACTED] visit us on 8 and 9 May. She was here, primarily, to present a lecture to the OFC students on Liaison Operations.

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8. [REDACTED] of the A&E Staff/Headquarters visited [REDACTED] on 9 and 10 May to discuss with AF/OS, D/AF/OS, and CI/OC his planned rotation to Operations School/[REDACTED] as an Operations instructor.

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9. [REDACTED] spent Friday, 10 May, at [REDACTED] making the final arrangements for the Secretarial Workshop on 20 and 21 May. She discussed all details with D/AF/OS and [REDACTED].

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10. A/AF/OS discussed the Operations School/[REDACTED] operating budget for FY '58 with FO/[REDACTED] on 10 May.

11. A/AF/OS reviewed proposed handout for the Secretarial Workshop to be held on 20 May, and discussed contents with [REDACTED] conductor of the workshop.

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#### Courses

##### Operations Course

1. The reporting period covered the sixth week of Operations Course #4. Instruction in Agent Testing, Selection, Training, and Recruitment was presented.

2. The OC students participated in their first Town Problem involving an agent meeting on 9 May.

3. On Monday, 6 May, [REDACTED] addressed the class for two hours on the Clandestine Services Planning System and Objectives and Commitments.

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4. One student was absent due to illness for a period of three and one-half days.

##### Operations Familiarization Course

1. [REDACTED] presented the two initial TSS lectures on "Agent Authentication" and "Secret Writing" on Tuesday morning.

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2. [REDACTED] and other members of the Air Ops staff conducted an excellent preliminary briefing and Air Demonstration on Wednesday afternoon and evening.

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3. [REDACTED] lectured on "Liaison" on Thursday morning.

4. One student has been on approved absence since Wednesday afternoon because of his child's operation. We expect his return by next Monday morning. Arrangements have been made for him to make up the instruction and assignments missed.

#### Air Operations Course

1. The second week of Air Operations Course #17 was completed during the reporting period.

2. The AOC staff gave a Building Tour and Air Demonstration to OFC students on 8 May.

#### Special Staybehind Operations Course

1. One day of instruction in Packaging and Caching Techniques was given to the Logistics class on 10 May.

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2. Chief/SSOC visited Headquarters on 8 May to consult with [REDACTED] in regard to tutorial instruction to be given on 14 May at Headquarters.

3. A complete review of all material on file in the SSOC office is being accomplished.

#### Units

#### Assessment & Evaluation/ [REDACTED]

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1. On 8 May AIT accompanied AF/OS to Headquarters to hear a presentation by Chief/AES of the proposal for material concerning task-agent-case officer relationships to be integrated into the Agent Handling and Management block of the Operations Course.

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2. [REDACTED] was here through the week to continue his period of familiarization with training evaluation development and procedures.

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3. Evaluation support of OC:

- a. Work was continued on summarizing the comments made by students on their critiques of the first two weeks of OC #4.
- b. A plan was coordinated with PO/OC and begun this week to have one day's services a week from the OC administrative staff as a quid pro quo for the extensive time spent on summarizing OC student critiques.
- c. AIT worked with the Agent Handling Committee as they scored the Agent Selection Papers, and prepared a draft of a guide for the brief seminar discussion of the papers.
- d. Evaluation materials from the Refugee Interrogation Problem were processed.
- e. In preparation for developing a scoring system for the revised rating form for the Recruitment Exercise, [REDACTED] made an analysis of the ratings obtained from its first use.
- f. AIT and [REDACTED] conferred with the Chairman/ Espionage Committee about the possibility of developing an FI examination.

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Training Aids Unit

1. Graphics/Photography

Five transparencies on "Security Forces" were completed for the Operations Course.

2. Film Section

The intermittent assembly for the 16 mm carbon arc projector arrived from Supply and was assembled by members of the Film Unit. This will improve projection of training films shown in the Theater.

Technical Services Staff

1. Chief/TSS/[REDACTED] gave a four-hour Audio Briefing and Demonstration to Logistics Course #13 on 9 May.

2. [REDACTED] gave two lectures to Operations Familiarization Course #9 on 7 May: "Agent Authentication," "Secret Writing Techniques."

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3. Messrs. [REDACTED] completed their Refresher Course for two tutorial students on 6 and 7 May.

4. Fifteen members of Logistics Course #13 received a four-hour demonstration of demolition and incendiary stock items on 9 May.

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5. [REDACTED] was TDY Headquarters on Friday to confer with TSS photography instructors and to procure necessary training aids for the Photo lecture he will give on 13 May.

PERSONNEL NOTES:

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1. [REDACTED] joined the Operations Course Staff on 6 May.

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2. On 6 May [REDACTED] joined the OFC Staff on a PCS basis, replacing [REDACTED]

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[REDACTED]  
Assistant Chief for Field Training

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